



COUNTY OF LOS ANGELES

FIRE DEPARTMENT

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P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

January 31, 2011

TO: EACH SUPERVISOR

FROM: P. MICHAEL FREEMAN 

UPDATE: PRIVACY AND ACCESS, EXPANDED ASSESSMENT

On December 3, 2010, we advised you of the Fire Department's efforts to refine the five-year plan to modify Fire Department facilities to assure equal privacy and access for men and women. At that time, we also highlighted other activities underway to address diversity and gender issues within the Department. In that memorandum, we also mentioned Workforce Excellence which is a long-standing Fire Department approach to building and maintaining excellence within the workforce and service delivery.

In this communiqué, we are providing an update on Privacy and Access actions taken thus far. Also, a brief synopsis of Workforce Excellence activities are presented below:

- Privacy and Access (P&A)

Required architectural and engineering assessment of 29 fire facilities in Phase I have been conducted in conjunction with the Department of Public Works. Phase I and II are on track for timely completion on or before June 2012. Since June 2010, compliance refurbishments have been made to Fire Stations 41, 164, 165, 170, 171, 172, 173, 193, and Camp 16. In addition, refurbishments have been completed at Fire Station 1 (7/19/10 - \$439,006), Fire Station 17 (11/25/08 - \$170,377), Fire Station 27 (9/05/09 - \$63,5050), Fire Station 49 (8/17/09 - \$278,211), Fire Station 56 (10/05/09 - \$368,593), Venice Beach Lifeguard Station (9/24/09 - \$124,493), and Manhattan Beach Lifeguard Station (3/18/09 - \$107,014)

- Funding of \$14 million (20%) from Fire District designation for Infrastructure Growth submitted in Fiscal Year 2011/12 Budget request to timely complete Phase I and Phase II of P&A Plan.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY

CALABASAS
CARSON
CERRITOS
CLAREMONT
COMMERCE
COVINA
CUDAHY

DIAMOND BAR
DUARTE
EL MONTE
GARDENA
GLENORA
HAWAIIAN GARDENS
HAWTHORNE

HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY
INGLEWOOD
IRVINDALE
LA CANADA FLINTRIDGE
LA HABRA

LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER
LAWNDALE
LOMITA
LYNWOOD

MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT
PICO RIVERA

POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

- Requested legal opinion from County Counsel regarding Americans with Disabilities Act (ADA) requirements and/or exemptions for fire station facilities to ensure simultaneous compliance with both P&A and ADA refurbishments.
- ADA restroom indicator locks and signage ordered for installation in all fire facilities.
- P&A and Leadership Diversity training and guidelines for all Fire Department supervisors, managers, and officers to be completed February 16 - 23, 2011. Additional, Departmentwide P&A and Diversity training is been scheduled.
- Continued use of the Fire Department P&A Advisory Panel to solicit operational and constructive input on P&A facility modifications.
- Conducted meeting with three contract city managers regarding P&A required modifications in city-owned fire stations.
- Workforce Excellence (WE)
 - Conducted multiple ad hoc meetings with men and women Fire Department employees seeking input on diversity and workforce-related issues of interest to them for future training.
 - Formed the WE Steering Committee to gain advice and guidance on diversity, gender, P&A and WE issues. Members include leaders from County Office Affirmative Action Compliance (OAAC), Department of Human Resources, Los Angeles City Fire, Firefighters Local 1014, Los Angeles County Lifeguards Association, Association of Chiefs, Stentorians, Bomberos Association and the P&A Advisory Panel.
 - Held two meetings of the WE Steering Committee for assistance on curriculum development for mandatory Leadership Sessions scheduled for February.
 - Scheduled a series of mandatory leadership sessions (from February 23, 2011) for all Fire Department supervisors, managers, and officers to meet with the Fire Chief and Executive Team members to emphasize the role of leaders in matters of diversity, gender differences, P&A and WE.
 - Solicited advice and received approval from OAAC for specific steps to assist supervisors and managers in maintaining "zero tolerance" for workplace discrimination, harassment and retaliation which will be presented during the February Leadership Sessions.

- Continued discussions with County Counsel regarding Proposition 209 and State Constitutional limits on hiring and promotions to assure more diversity while remaining within the law.
- Identified changes in hiring practices (within the law) to take full advantage of our recruiting efforts to increase representation of women and minorities in recruit firefighter academies.

These efforts compliment the ongoing commitment to expand workforce diversity and workplace harmony and to upgrade facilities, especially fire stations, to achieve and sustain WE. The input and assistance we have received, the plans we have, and the Steering Committee created should energize current and future efforts.

The Department has had significant input on these issues and the Department would unequivocally support further collaboration with other County Departments. The stage is set for immediate and ongoing positive advances in P&A and WE as the new Fire Chief assumes command.

I am available to answer any questions you or your staff may have. I am also appreciative of the assistance and guidance we have received from other County departments and more than sixty (60) of our own personnel.

PMF:at

c: William T Fujioka
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